

MINUTES
SPECIAL CITY COUNCIL MEETING-WORKSHOP
CITY OF GREY FOREST, TEXAS
GREY FOREST COMMUNITY CENTER
18249 SHERWOOD TRAIL
HELOTES, TEXAS 78023
AUGUST 11, 2022 at 6:30 PM

I. CALL TO ORDER

Mayor Waldrop called the meeting to order at 6:31 p.m.

II. ROLL CALL

Mayor Amanda Waldrop, Mayor Pro Tem Geri Poss, Council Member Aurelia Scharnhorst, Council Member Sean Skaggs, Council Member Timothy Santy, and Council Member Kimberly Verity.

Staff Present: City Secretary Miguel Cantu, Assistant to the City Secretary Nichole Heinrich, Chief Rene Rodriguez, and SGT Scott Ristow

III. PRESENTATIONS BY CITIZENS AND VISITORS

Mayor Waldrop opened the floor for presentations by citizens and visitors. No presentations.

IV. CITY COUNCIL WORKSHOP MEETING:

a) Discussion of FY 2022-2023 Budget.

Mr. Cantu explained the budget books to the City Council and how the document related to the budget. Mayor Waldrop then presented the draft budget:

Proposed Budget 2022-2023

		2021-2022	2022-2023	Difference
		\$	\$	
Revenue		1,188,869.46	1,238,922.33	\$ (50,052.87)
Use of Fund Balance		\$ -		\$ -
Total Resources		\$ 1,188,869.46	\$ 1,238,922.33	\$ (50,052.87)

Expenses		2021-2022	2022-2023	Difference
	Administration	\$ 463,109.09	\$ 444,400.25	\$ 18,708.84
E-2	Public Works	\$ 256,523.43	\$ 241,453.62	\$ 15,069.81
E-3	Improvement/Infrastructure	\$ 47,591.53	\$ 55,000.00	\$ (7,408.47)
E-4	Public Safety	\$ 363,195.55	\$ 342,732.84	\$ 20,462.71
E-5	Court Cost	\$ 85,128.46	\$ 71,727.62	\$ 13,400.84
E-6	Public Medical Service	\$ 300.00	\$ 500.00	\$ (200.00)
E-7	Public Safety Fire	\$ 58,236.00	\$ 66,908.00	\$ (8,672.00)
E-8	Emergency Management	\$ 250.00	\$ 500.00	\$ (250.00)
E-11	Parks and Programs	\$ 24,235.00	\$ 15,700.00	\$ 8,535.00

	Total	\$ 1,298,569.06	\$ 1,238,922.33	\$ 59,646.73
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Balanced Budget

-\$109,699.60

\$0.00

Must be 18-point: TXLGC 102.005

This budget will raise more total property taxes than last year's budget by \$1,495.47 which is 0.028% increase from last year's budget, and of that amount \$54,656 is tax revenue to be raised from new property added to the tax roll this year.

Property Tax Rate Comparison

	2021-2022	2022-2023
Property Tax Rate:	\$0.085598/\$100	\$0.081871/\$100
No New Revenue Tax Rate:	\$0.085598/\$100	\$0.081871/\$100
No New Revenue Maintenance & Operations Tax Rate:	\$0.085788/\$100	\$0.081940/\$100
Voter approved tax rate:	\$0.088790/\$100	\$0.103090/\$100
Voter Approved Maintenance & Operation:	\$0.085788/\$100	\$0.081940/\$100
Debt Tax Rate:	\$0.000000/\$100	\$0.013349/\$100

Total debt obligation for the City of Grey Forest secured by property taxes: \$0

Budget 2021-
2022As of July 31, 2022
ActualProposed Budget
2022-2023Income (Revenue)

CITY OPERATIONS INCOME

02 AD VALOREM PROPERTY TAX	\$53,160.53	\$48,073.70	\$54,656.00
04 SALES TAX	\$27,000.00	\$24,477.41	\$25,000.00
05 SALES TAX FOR ROADS	\$8,000.00	\$0.00	\$8,000.00
06 FRANCHISE FEES	\$25,000.00	\$24,547.98	\$25,000.00
07 PERMITS/VARIANCES	\$25,000.00	\$24,623.65	\$10,000.00
08 INTEREST RECEIVED	\$150.00	\$167.40	\$150.00
09 GFU REVENUE	\$890,968.85	\$890,968.85	\$935,517.33
10 FINES, WARRANTS, BONDS	\$67,000.00	\$83,727.08	\$50,000.00
11 MISCELLANEOUS INCOME	\$8,500.00	\$9,013.16	\$2,000.00

## SCHOLARSHIP			\$0.00
14 BRUSH PICKUP/CITIZEN CHIP	\$750.00	\$700.00	\$0.00
17 FIRE DEPARTMENT LAND LEASE	\$100.00	\$100.00	\$100.00
18 POLICE GRANT #3843802 CJ MODERNIZATION (In/Out)	\$52,600.00	\$32,471.30	\$52,670.00
19 POLICE GRANT #4135601 COVID-19 PREPARATION GRANT	\$0.00		
21 MADLA PARK (XRESTRICTEDX)	\$2,920.00	\$214.74	\$3,200.00
20 GFC Rentals & Income (Created 2021)	\$1,130.00	\$2,280.00	\$2,000.00
## Liquor Tax	\$0.00		\$0.00
23 ARPA FUNDS	\$26,590.08	\$26,590.08	\$103,167.92
Total CITY OPERATIONS REVENUE	\$1,188,869.46	\$1,167,955.35	\$1,271,461.25

Notes: Restricted Funds Total			
05 SALES TAX FOR ROADS	\$8,000.00	\$0.00	\$8,000.00
10 FINES, WARRANTS, BONDS	\$67,000.00	\$83,727.08	\$50,000.00
## SCHOLARSHIP			\$0.00
18 POLICE GRANT #3843802 CJ MODERNIZATION (In/Out)	\$52,600.00	\$32,471.30	\$52,670.00
21 MADLA PARK (XRESTRICTEDX)	\$2,920.00	\$214.74	\$3,200.00
23 ARPA FUNDS	\$26,590.08	\$26,590.08	\$103,167.92
Total Restricted Funds	\$157,110.08	\$143,003.20	\$217,037.92
Total Revenue	\$1,188,869.46	\$1,167,955.35	\$1,271,461.25
Less Restricted Funds	\$1,031,759.38	\$1,024,952.15	\$1,054,423.33

Expenses**GENERAL CITY PROPERTY & OPERATIONS**

109 TELEPHONE	\$7,000.00	\$5,558.12	\$5,000.00
110 UTILITIES	\$10,000.00	\$7,396.57	\$8,500.00
111 OFFICE SUPPLIES	\$3,000.00	\$2,754.46	\$1,500.00
112 OFFICE EQUIPMNT & SOFTWARE	\$6,000.00	\$8,559.28	\$7,500.00
113 OFFICE EQUIPMNT MAINTENANCE	\$150.00	\$112.97	\$150.00
220 ANIMAL & INSECT CONTROL	\$900.00	\$766.10	\$850.00
122 MISCELLANEOUS	\$6,000.00	\$6,361.59	\$100.00
124 FACILITY CLEANING/SUPPLIES & MAINTENANCE (City Hall)	\$500.00	\$42.09	\$1,500.00
128 CITY LIABILITY/E&O INS/TML	\$12,000.00	\$12,532.42	\$10,000.00
222 ARBORIST FUND	\$200.00	\$0.00	\$200.00
223 MUNICIPAL GROUND & GREEN	\$50.00	\$15.37	\$50.00

211A GENERAL PROPERTY COORDINATOR (formerly PW TEMP PAY)	\$20,861.62	\$17,631.62	\$20,861.62
211B GENERAL PROPERTY COORDINATOR (formerly PW TEMP FICA)	\$1,595.91	\$1,348.75	\$1,595.91
134 AARPA EXPENSE	\$26,590.08	\$26,590.08	\$103,167.92
TOTAL	\$94,847.61	\$89,669.42	\$160,975.45

E-1 PROFESSIONAL SERVICES

100 PROFESSIONAL/TEMPORARY FEE	\$16,187.00	\$10,672.88	\$8,600.00
106 LEGAL	\$181,762.00	\$105,884.34	\$36,000.00
XX LITIGATION			\$100,000.00
114 BEXAR APPRAISAL DISTRICT	\$236.00	\$178.00	\$200.00
125 SUTA LIABILITY/FEDERAL 940	\$3,000.00	\$1,730.44	\$2,000.00
131 INTERNET DEVELOPMENT & WEB	\$8,000.00	\$7,399.45	\$0.00
115 FINANCE/AUDITOR	\$7,984.80	\$7,984.80	\$8,000.00
TOTAL	\$217,169.80	\$133,849.91	\$154,800.00

**E-3 CAPITAL
IMPROVEMENT/INFRASTRUCTURE**

201 TRANSFER TO ROAD AND BRIDGE	\$22,091.53	\$0.00	\$147,000.00
226 PUBLIC WKS FACILITY UPGRADES	\$600.00	\$336.08	\$400.00
300 BUILDING IMPROVEMENT/REPAIR	\$25,000.00	\$23,371.00	\$2,500.00
301 MAILBOXES	\$500.00	\$303.96	\$0.00
Total E-3 CAPITAL IMPROVEMENT/INFRASTRUCTURE	\$48,191.53	\$24,011.04	\$149,900.00

Total E-0 GENERAL	\$360,208.94	\$247,530.37	\$465,675.45
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CITIZEN PROGRAMS

200 GARBAGE COLLECTION/RECYCLE	\$56,960.00	\$47,791.94	\$50,808.00
700 CONTRACT AMOUNT FIRE/EMS	\$58,086.00	\$58,086.00	\$66,758.00
800 EMERGENCY MANAGEMENT	\$250.00	\$179.00	\$0.00
TOTAL CITIZEN PROGRAMS	\$115,296.00	\$106,056.94	\$117,566.00

Total CITIZEN PROGRAMS	\$115,296.00	\$106,056.94	\$117,566.00
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E-1 ADMINISTRATION**E-1 PERSONNEL SERVICES**

101 ADMIN_SALARY_ CITY SECRETARY MIGUEL	\$65,405.00	\$53,460.41	\$67,357.06
102 CITY SECRETARY FICA	\$5,003.48	\$4,089.87	\$5,152.82

103 CITY SECRETARY RETIREMENT	\$10,948.80	\$9,152.23	\$11,275.57
104 CITY SECRETARY INSURANCE	\$7,500.00	\$6,837.13	\$7,500.00
Total	\$88,857.28	\$73,539.64	\$91,285.45

105A ADMIN_FT_ASST CITY SECRETARY NICHOLE	\$39,572.00	\$35,705.53	\$44,908.45
105B ASST CITY SECRETARY FICA	\$2,868.14	\$2,731.47	\$3,435.50
105C ASST CITY SECRETARY RETIREMENT	\$6,276.16	\$5,880.71	\$7,517.67
105D ASST CITY SECRETARY INSURANCE	\$8,197.00	\$6,843.32	\$8,197.00
Total	\$56,913.30	\$51,161.03	\$64,058.62

116 BUILDING INSPECTIONS- B Bealor	\$12,000.00	\$11,096.10	\$10,000.00
— 116A BUILDING INSPECTIONS FICA	\$1,278.63	\$819.32	\$0.00
Total	\$13,278.63	\$11,915.42	\$10,000.00

123 WORKERS COMPENSATION	\$250.00	\$160.11	\$200.00
EMPLOYEE TOTAL	\$159,299.21	\$136,776.20	\$165,544.07

E-1 Admin OPERATION AND SUPPORT/SUPPLIES

105 ADMIN TRAINING	\$2,000.00	\$356.50	\$1,500.00
— 105E ASST CITY SECRETARY TRAINING	\$4,500.00	\$2,677.74	\$0.00
107 MILEAGE REIMBURSEMENT	\$300.00	\$304.64	\$300.00
118 POSTAGE	\$600.00	\$548.36	\$400.00
119 ADS & LEGAL NOTICES	\$500.00	\$930.00	\$200.00
120 DUES & SUBSCRIPTIONS	\$4,000.00	\$3,515.44	\$3,500.00
121 ELECTION EXPENSE	\$1,650.00	\$600.00	\$600.00
— 126 BOARD OF ADJUSTMENT	\$475.00	\$0.00	\$0.00
129 BANK CHARGES	\$900.00	\$851.29	\$850.00
— 130 APPOINTED COMMITTEES	\$475.00	\$0.00	\$0.00
TOTAL	\$15,400.00	\$9,783.97	\$7,350.00

Total E-1 ADMINISTRATION	\$174,699.21	\$146,560.17	\$172,894.07
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E-2 PUBLIC WORKS

E-2 PERSONNEL SERVICES

205 PW FT DEPT HEAD			
JAY	\$42,269.00	\$36,779.96	\$47,693.57

206 PW DEPT HEAD FICA	\$3,298.28	\$2,813.65	\$3,648.56
207 PW DEPT HEAD RETIREMENT	\$7,221.72	\$6,268.61	\$7,983.90
208 PW DEPT HEAD INSURANCE	\$8,770.00	\$7,348.80	\$8,770.00
TOTAL	\$61,559.00	\$53,211.02	\$68,096.03

209A PW FT ASST **EMILIO**	\$39,634.00	\$28,443.79	\$41,852.72
209B PW ASST FICA	\$2,950.08	\$2,180.49	\$3,201.73
209C PW ASST RETIREMENT	\$6,455.45	\$4,838.30	\$7,006.15
209D PW ASST INSURANCE	\$8,037.00	\$5,921.80	\$8,037.00
TOTAL	\$57,076.53	\$41,384.38	\$60,097.60

210A PW PT **CHRISTIAN**	\$16,389.00	\$9,643.47	\$0.00
210B PW PT FICA	\$1,253.79	\$737.73	\$0.00
210C PW PT RETIREMENT	\$2,743.58	\$1,666.08	\$0.00
TOTAL	\$20,386.37	\$12,047.28	\$0.00
212A INSURANCE LIABILITY	\$2,118.00		\$0.00
212 PW WORKERS COMPENSATION	\$5,116.00	\$4,166.42	\$2,100.00
213 PW CONTRACT LABOR **CHRISTIAN**	\$600.00		\$3,000.00
TOTAL E-2 PERSONNEL SERVICES	\$7,834.00	\$4,166.42	\$5,100.00

EMPLOYEE TOTAL	\$146,855.90	\$110,809.10	\$133,293.63
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E-2 Public Works OPERATION AND SUPPORT/SUPPLIES

214 DEBRIS CLEAR,TREE TRIM,CRE	\$4,500.00	\$467.50	\$0.00
215 ROAD REPAIR TAX REST CURRE	-	\$1,775.24	\$0.00
216 PUBLIC WORKS EQUIPMENT	\$6,500.00	\$56,748.29	\$0.00
217 PUBLIC WK EQUIP MAINT/FUEL	\$2,500.00	\$1,571.30	\$1,000.00
XXX PUBLIC WK EQUIP FUEL			\$1,000.00
218 PUBLIC WK VEH MAINT & FUEL	\$7,500.00	\$7,828.26	\$1,000.00
XX PULIC WK VEH FUEL			\$6,000.00
219 PUBLIC WK SUPPLY/MATERIALS	\$3,000.00	\$662.89	\$200.00
221 MISCELLANEOUS (SIGNS,ETC.)	\$500.00	\$257.49	\$0.00
224 PUBLIC WORKS TRAINING	\$500.00	\$0.00	\$50.00
225 PUBLIC WORKS UNIFORM	\$1,500.00	\$369.96	\$500.00
227 EQUIPMENT RENT/LEASE	\$2,000.00	\$0.00	\$0.00
228 VEHICLE LEASE/PURCHASE	\$8,806.00	\$8,805.61	\$8,806.00

Total E-2 PUBLIC WORKS	\$37,306.00	\$78,486.54	\$18,556.00
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TOTAL E-2 PUBLIC WORKS	\$184,161.90	\$189,295.64	\$151,849.63
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E-4 PUBLIC SAFETY POLICE**E-4 PERSONNEL SERVICES**

400 PD SALARY CHIEF **RENE**	\$60,180.00	\$49,424.85	\$61,979.63
401 PD CHIEF FICA	\$4,695.87	\$3,781.04	\$4,741.44
402 PD CHIEF RETIREMENT	\$10,275.66	\$8,458.95	\$10,375.39
403 PD CHIEF INSURANCE	\$8,044.00	\$7,163.01	\$8,044.00
TOTAL	\$83,195.53	\$68,827.85	\$85,140.46

404 PD PT ASST CHIEF **FRANK**	\$11,000.00	\$12,409.00	\$11,000.00
404A PD ASST CHIEF FICA	\$841.00	\$949.32	\$841.50
TOTAL	\$11,841.00	\$13,358.32	\$11,841.50

405 PD FT OFFICER #1 **SCOTT**	\$43,456.00	\$37,183.91	\$43,683.54
406 PD OFFICER #1 FICA	\$3,942.59	\$3,074.07	\$3,341.79
407 PD OFFICER #1 RETIREMENT	\$8,627.31	\$6,960.65	\$7,312.62
408 PD OFFICER #1 INSURANCE	\$8,489.00	\$7,304.80	\$8,489.00
TOTAL	\$64,514.90	\$54,523.43	\$62,826.96

426 PD PT CODE ENFORCEMENT **CHARLES**		\$3,000.00	\$7,200.00
XX PD CODE ENFORCEMENT FICA			\$550.80
TOTAL	\$0.00	\$3,000.00	\$7,750.80

409 PD FT OFFICER #2 **GARY**	\$41,219.00	\$36,132.08	\$42,440.94
410 PD OFFICER #2 FICA	\$3,310.02	\$2,764.11	\$3,246.73
411 PD OFFICER #2 RETIREMENT	\$7,243.10	\$3,772.74	\$7,104.61
412 PD OFFICER #2 INSURANCE	\$8,095.00	\$6,283.70	\$8,095.00
TOTAL	\$59,867.12	\$48,952.63	\$60,887.29

422 INSURANCE LIABILITY	\$27,000.00	\$27,369.94	\$14,000.00
423 WORKERS COMPENSATION	\$9,500.00	\$7,983.01	\$3,750.00
TOTAL E-2 PERSONNEL SERVICES	\$36,500.00	\$35,352.95	\$17,750.00

EMPLOYEE TOTAL	\$255,918.55	\$224,015.18	\$246,197.00
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E-4 OPERATIONS AND SUPPORT/SUPPLIES

413 PD LEOSE FUND (POLICE TRAINING)	\$800.00		\$700.00
414 PD COMMUNICATION CONTRACT	\$5,004.00	\$4,170.00	\$0.00
415 PD VEHICLE MAINTENANCE/OIL	\$8,000.00	\$7,286.27	\$2,000.00
416 PD VEHICLE FUEL	\$15,000.00	\$15,919.50	\$12,000.00
417 PD EQUIPMENT REPAIR	\$1,500.00	\$355.77	\$500.00
418 PD UNIFORM/EQUIP/MILEAGE	\$3,000.00	\$764.01	\$1,000.00
419 PD SUPPLIES	\$1,500.00	\$85.04	\$100.00
420 PD EQUIPMENT	\$1,250.00	\$374.26	\$5,250.00
421 PD MOBILE COMPUTER AIRCARDS/CELL PHONES	\$1,600.00	\$1,315.96	\$2,000.00
— 424 PD MISCELLANEOUS	\$8,000.00	\$6,528.87	\$0.00
XX PD OFFICE TECHNOLOGY/SOFTWARE	\$0.00	\$0.00	\$4,000.00
425 PD GRANT #3843802(RESTRICTED)	\$52,600.00	\$0.00	\$52,670.00
425A PD GRANT #4135601(RESTRICTED)	\$0.00	\$379.98	\$0.00
— 4XX PD VEHICLE LEASE, FY 2018 (paid off 2021)	\$0.00	\$0.00	\$0.00
— 4XXY PD VEHICLE LEASE, FY 2019	\$9,823.00	\$9,822.93	\$0.00
TOTAL	\$108,077.00	\$47,002.59	\$80,220.00

TOTAL E-4 PUBLIC SAFETY POLICE	\$363,995.55	\$271,017.77	\$326,417.00
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E-5 COURT COST

500 MUNICIPAL CRT JUDGE (salary) **MICHAEL**	\$5,407.50	\$4,159.60	\$6,600.00
500A MUNICIPAL CRT JUDGE FICA	\$413.67	\$318.20	\$596.70
TOTAL	\$5,821.17	\$4,477.80	\$7,196.70

501 MUNICIPAL CRT PROSECUTOR (contractor) **DARRELL**	\$4,171.50	\$3,208.80	\$5,100.00
— 501A PROSECUTING ATTORNEY FICA	\$319.12	\$245.60	\$0.00
TOTAL	\$4,490.62	\$3,454.40	\$5,100.00

506 MUNICIPAL CRT PT CLERK **BELINDA**	\$22,945.31	\$21,966.87	\$23,633.67
507 MUNICIPAL CRT CLERK FICA	\$1,755.32	\$1,680.45	\$1,807.98
507A MUNICIPAL CRT CLERK RETIREMENT	\$3,841.04	\$3,738.80	\$3,956.27
TOTAL	\$28,541.67	\$27,386.12	\$29,397.92

509 WORKERS COMPENSATION	\$733.00	\$78.01	\$733.00
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EMPLOYEE TOTAL	\$39,586.46	\$35,396.33	\$42,427.62
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E-5 OPERATIONS SUPPORT/SUPPLIES

502 WARRANTS SERVED/APPEAL FEE	\$1,081.00	\$222.00	\$500.00
503 STATE QUARTERLY FEES	\$26,000.00	\$31,478.21	\$26,000.00
504 TRAINING/PRINTING/SUPPLIES	\$18,308.00	\$969.14	\$500.00
504A TICKETWRITER	\$0.00	\$0.00	\$0.00
505 MISCELLANEOUS	\$153.00	\$837.00	\$0.00
511 TECH FUND (MCTF) RESTRICTED	\$3,550.00	\$0.00	\$0.00
TOTAL E-5 SUPPORT/SUPPLIES	\$49,092.00	\$33,506.35	\$27,000.00

TOTAL E-5 COURT COST	\$88,678.46	\$68,902.68	\$69,427.62
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E-6 HEALTH INSPECTIONS

601 HEALTH AUTHORITY & INSPECTION	\$300.00	\$400.00	\$500.00
Total E-6 PUBLIC SERVICE MEDICAL	\$300.00	\$400.00	\$500.00

E-7 FIRE MARSHALL SERVICES

701 FIRE MARSHALL	\$150.00	\$0.00	\$150.00
Total E-7 PUBLIC SAFETY FIRE	\$150.00	\$0.00	\$150.00

E-11 PARK & PROGRAMS**GFC PARK OPERATIONS**

E-11.A HELOTES/LEE CREEK MAINTENANCE	\$5,000.00	\$4,048.98	\$2,000.00
E-11.C COMMUNITY CTR OPER/MAINTENANCE	\$11,000.00	\$9,688.91	\$3,000.00
E-11.D COMMUNITY EVENTS	\$1,235.00	\$254.33	\$500.00
E-11.DD DAM INSPECTIONS		\$0.00	\$0.00
Total GFC PARK OPERATIONS	\$17,235.00	\$13,992.22	\$5,500.00

**MADLA PARK OPERATIONS (See revenue-
"restricted")**

E-11.G OPERATION EXPENSES	\$2,200.00	\$2,162.81	\$240.00
E-11.H MAINTENANCE	\$600.00	\$570.14	\$2,960.00
E-11.J MISCELLANEOUS	\$1,280.00	\$0.00	\$0.00
E-11.K E-11-K MADLA PARK CONTINGENCY FUNDS	\$2,920.00	\$0.00	\$0.00
Total MADLA PARK OPERATIONS	\$7,000.00	\$2,732.95	\$3,200.00

TOTAL E-11 FACILITIES PARKS AND PROGRAMS	\$24,235.00	\$16,725.17	\$8,700.00
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TOTALS

NET OPERATING INCOME	\$1,188,869.46	\$1,167,955.35	\$1,271,461.25
TOTAL EXPENSES	\$1,311,725.06	\$1,046,488.74	\$1,313,179.77

NO ACTION

- b) Discuss and act on setting a date for a public hearing on the Fiscal Year 2022-2023 Budget.
NO ACTION.

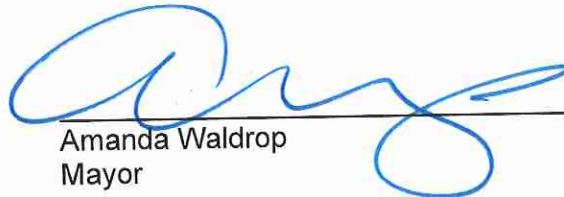
- c) Discuss and act on setting the proposed 2022 tax rate and scheduling a public hearing.
NO ACTION.

V. ADJOURNMENT

MAYOR WALDROP ADJOURNED THE MEETING FOR A LACK OF FURTHER BUSINESS AT 8:06 P.M.

PASSED AND APPROVED THIS 23RD DAY OF AUGUST 2022.

APPROVED:


Amanda Waldrop
Mayor

ATTEST:


Miguel Cantu, TRMC
City Secretary